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SPECIAL BULLETIN

O F F I C E O F T R A I N I N G

28 June 1972

To: All Training Officers of the Agency

BEFORE-AND-AFTER-HOURS LANGUAGE TRAINING PROGRAM (BAHLT)

The Before-and-After-Hours Language Training Program (BAHLT) will offer off-duty classes beginning 11 September 1972 and continuing through 15 June 1973, with a two-week break for the Christmas holidays. First-year basic classes will be offered in French, German, Russian, and Spanish and second-year basic classes in the same languages, if there are sufficient eligible applicants. Morning classes, from 0715 to 0830 hours Tuesday through Friday, may be offered, but most classes will be held after hours, from 1700 to 1840 hours three nights a week. Some classes will be held at Headquarters and others at the Language School, Chamber of Commerce Building.

Courses in the BAHLT are open to employees in all directorates. Class sizes are limited, and applicants will be notified whether or not they have been selected for participation in the program. Candidates for second-year courses are eligible provided they have satisfactorily completed the first-year course or have a tested 1+ (Slight plus) proficiency in speaking the language and are familiar with material equivalent to that offered in the first-year courses.

The Modern Language Aptitude Test (MLAT) is a prerequisite for all Language School courses. Employees planning to enroll in September who have not taken the test must make arrangements to do so through their Training Officers at the earliest opportunity. Participants who anticipate lengthy TDY's or frequent absence from the classes should not apply. Performance will be evaluated at the end of training, and the evaluation will be made part of the permanent training record.

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GROUP 1
Excluded from automatic
downgrading and
declassification

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Form 73, "Request for Internal Training," is to be used to apply for BAHLT. Applicants should designate the language and course desired, 610 for first-year courses and 615 for second-year courses. Applicants with previous study or experience in the language should describe this fully under "Remarks." No applications will be accepted after 15 August 1972.

Further information may be obtained from [REDACTED]
OTR/LS, extension [REDACTED]

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